



**UNIVERSITY OF BIRMINGHAM**

**POLICY FOR URGENT RETURN FOR STUDENTS REGISTERED AT OVERSEAS CAMPUSES**



## **1. Introduction**

- 1.1 This Policy applies to Registered Students studying at an Overseas Campus of the University of Birmingham.
- 1.2 This Policy should be read in conjunction with the Codes of Practice on Health Wellbeing and Fitness to Study and on Leave of Absence Procedure.
- 1.3 All students will have a Personal Academic Tutor and they should ensure that they consult this person or any other appropriate members of staff as soon as they identify any situation which may require them to leave the Overseas Campus urgently.

## **2. Leave of Absence**

- 2.1 The Code of Practice on Leave of Absence Procedure sets out the process which will be followed where a student may seek to take an authorised temporary break from study.
- 2.2 This Code also sets out procedures that will be followed in the case of imposed or compulsory leave of absence. In these cases the decision to impose a period of leave of absence will be made by the Director of Operations of the Overseas Campus or their nominee.

## **3. Immediate Suspension for Reasons of Health and Wellbeing**

- 3.1 Concerns relating to a Student's Health, Wellbeing and Fitness to Study will be dealt with under the Code of Practice on Health, Wellbeing and Fitness to Study.
- 3.2 In exceptional circumstances this may lead to the immediate suspension of a student where there is an immediate serious threat to the student and/or others. Any such decision will be made by the Director of Operations for the Overseas Campus in consultation with appropriate members of staff.
- 3.3 If a student is suspended from their programme of study, they will normally be advised to return home as soon as possible.

## **4. Immigration Status**

- 4.1 The University may be required by law to withdraw immigration sponsorship for a student who is taking Leave of Absence at, or is suspended from, an Overseas Campus and who has entered the country where the Overseas Campus is located on a student or other appropriate visa. This will normally mean that they will be required to leave that country as soon as possible during their period of Leave of Absence or suspension (as will any of their dependants).
- 4.2 Students in this position should seek advice from relevant overseas campus office regarding the impact of a Leave of Absence or suspension on their immigration status. In exceptional circumstances, the University may be able to continue immigration sponsorship for a period during which time the University's statutory responsibilities as an immigration sponsor will apply. Students should seek advice from the relevant overseas campus office as quickly as possible.

## **5. Costs**

- 5.1 A student who needs, or is required, to return urgently to their home country will normally be expected to pay for all expenses they incur.



**6. Return to Study**

- 6.1 The process by which a student may return to their programme of study following a period of suspension is set out in the Code of Practice on Health, Wellbeing and Fitness to Study.
- 6.2 If, for any reason, it is impossible for a student to return to complete their studies at a specific Overseas Campus, the University will use its reasonable endeavours to find an alternative means of delivering the remainder of the programme to the student.